



## 2 day custom program **Key Facilitation Principles**

**Shine  
Leadership**

**Lead Yourself.**

***Experience the principles of facilitation “hands-on” –  
that is how the whole program is set up.***



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More information at:  
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### ***Why choose this program?***

- Learn the principles of facilitation with practical demonstrations.
- You will know how to deal with common issues that come with facilitating.
- You will experience all principles “hands-on”.
- You will be able to apply all the principles and tips immediately in your work.

### ***Who is it for?***

For all those, who want to make use of the facilitating principles and skills in order to run effective workshops and all types of work meetings.

### ***Program Objectives***

#### ***Day 1 Objectives***

- Facilitation context, initial inventory.
- Why are meetings often inefficient and how to change it.
- Facilitation success depends on a thorough preparation of a „scenario“.
- Basic principles of effective facilitation of a workshop, meeting, consultation, or negotiation leading towards desired outcome, involving all participants.
- Understand each step of the process and the role of a facilitator, or how not to lose train of thought and stay on track.
- How to reach a solution and what decision making tools do you have available.
- Active training.
- Feedback.

#### ***Day 2 Objectives***

- Managing and preventing crisis situation in the role of a facilitator.
- What encourages team synergy.
- What kind of facilitator am I, what am I good at and what to improve.
- Various techniques that motivate or offer a process path when facilitating a workshop or a meeting.
- Experience sharing, group brainstorming.
- Final individual inventory.
- Active training.
- Feedback – strengths, weaknesses, sources of misunderstanding.

### ***Methods and techniques***

The program is very practical and interactive – in the form of an interactive training and facilitated discussion. We also include shared experience and inspiration from participants.

### **Shine Leadership s.r.o.**

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